# Minutes of the 10 Oct. 2008 UEC Meeting

## **Attending UEC reps:**

Karen Gibson

Mike Hildreth

Dan Hooper

Matthew Jones

Ashutosh Kotwal

Ron Moore

**Kevin Pitts** 

Heather Ray

Lee Sawyer

Mitch Soderberg

Kirsten Tollefson

John Urheim

-----

Presentation to UEC regarding travel form procedures - Barb Book, Amanda Peterson, Mala Seshadri

-----

## **Committee Assignments for 2008-2009 UEC**

Committee Assignments:

### **Government Relations -**

Dan Hooper (chair)

Kirsten Tollefson

Karen Gibson

Heather Ray

Matthew Jones

Jon Urheim

**Kevin Pitts** 

Mitch Soderberg

Ashutosh Kotwal (ex-officio)

The Gov. Relations group would like to work more closely with SLUO and USLUO groups to organize trips to D.C.. Due to election year cycle timing, the group may end up making the trip to D.C. earlier than in the past in order to maximize impact on possible budget scenarios.

The D.C. trip organizational meeting with SLUO/USLUO members will most likely be in Jan., or even earlier. SLUO has already offered to host, though technically it is Fermilab's turn. Details of this meeting will be worked out soon.

Based on experience in previous years, work on "one-pager" for D.C. trip will begin sooner rather than later.

## **Users Meeting -**

Lee Sawyer (chair)
Patricia Vahle
Ron Moore
Jon Urheim
Mitch Soderberg
Ashutosh Kotwal (ex-officio)

Immediate goal for this group will be to select dates to hold the Users Meeting, to reduce likelihood of conflict with various conferences/meetings that have yet to be announced. Longer-term plan is to start inviting dignitaries before the holiday season.

## Quality of Life -

Ron Moore (chair) Mike Hildreth Kirsten Tollefson Ashutosh Kotwal (ex-officio)

Several issues for this group are already being discussed. Among them:

- 1.) Fermialb gym: Fermilab gym memberships renewals have not been announced so far this year. The Recreation office is currently deciding on what fees to charge. Previous year memberships have not yet expired.
- 2.) Fermilab pool: Last year the pool stayed open thanks to efforts of several individuals (Selitha Raja from NALWO, Peter Wilson, and Dee Hahn). The pool opened on July 1, after several changes were put into place. Among these changes were: Lifeguard hiring/supervising was contracted out, operating hours were reduced, memberships fees were increased (adult users \$50 -> \$75, families \$90->\$150). The UEC Quality of Life committee would like to discuss the pool plan for next summer with lab officials early (before child day-camp flyers go out in Feb.) so any potential problems are addressed.

### Outreach -

Karen Gibson (chair) Lee Sawyer Patricia Vahle Dan Hooper Ashutosh Kotwal (ex-officio)

This committee is thinking of resurrecting Outreach Workshop which is typically held the day before Users Meeting. The goal of the workshop is to educate Users on how to perform outreach at their own institutions.

### **International Users -**

Patricia Vahle (chair) Karen Gibson Ashutosh Kotwal (ex-officio)

Users from several countries (China/Russia) are still having VISA issues with the U.S. Amanda Peterson in the Users Office is an expert on international/immegration issues. Please contact her to discuss any questions/issues relating to VISAs.

## **Congressional Local Visits -**

Heather Ray (chair)
Matthew Jones
Mike Hildreth
Kevin Pitts
Ashutosh Kotwal (ex-officio)

This is a new subcommittee of the UEC which will focus on visits with congressional members at their local offices. Heather has come up with several ideas to organize the Local Visits efforts. Among them:

- 1.) Make a webpage (external to Fermilab) describing to folks how to go make a local visit.
- 2.) Recruitment plan:
- -e-mail people who are potentially interested in making a local visit.
- -follow-up e-mail to get date of proposed visit.
- -reminder e-mail #1
- -reminder e-mail #2 with instructions on talking points for the visit.

- -phone call day before to go over any last-minute questions for visit.
- -phone call day after visit to do follow-up discussion.

Local visits are meant to be more focused on physical science in general and user facilities, and less on particle physics. NUFO.org is group that already handles these efforts and has local-visit information.

-----

**Rolf-Dieter Heuer, future CERN Director General,** will visit Fermilab Oct. 28. He is slated to participate in a town-hall meeting in the morning, followed by a reception at noon on 2nd floor WH crossover. Video Streaming will be available. All Users are invited to attend.

-----

### **Lee Sawyer - SPS Congress**

Sigma Pi Sigma Quadrennial Congress will take place Nov. 6-8 at Fermilab. "Scientific Citizenship" is the theme of this congress. The host hotel will be the location of activities on Nov. 6th, and Fermilab will host activities Nov. 7-8. There are about 450 people (mostly students) expected to attend. The organizers are looking for interested scientists to attend the "breakfast with a scientist" session on Friday morning. Please contact Lee Sawyer (sawyer@phys.latech.edu) if you are interested. Various Fermilab tours will be taking place that day, so keep an eye out for groups of young scientists on Friday.

**Submitted by: Mitch Soderberg, UEC Secretary**